



**CITY OF LODI  
COUNCIL COMMUNICATION**

**AGENDA TITLE:** Monthly Protocol Account Report

**MEETING DATE:** October 20, 2004

**PREPARED BY:** City Clerk


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**RECOMMENDED ACTION:** None required, information only.

**BACKGROUND INFORMATION:** The City Council, at its meeting of July 19, 2000, adopted Resolution No. 2000-126 approving a policy relating to the City's "Protocol Account." As a part of this policy, it was directed that a monthly itemized report of the "Protocol Account" be provided to the City Council.

Attached please find the cumulative report through September 30, 2004.

**FUNDING:** None required.

  
Susan J. Blackston  
City Clerk

SJB/jmp

Attachment

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**APPROVED:** \_\_\_\_\_  
Janet S. Keeter, Interim City Manager

**PROTOCOL ACCOUNT SUMMARY**  
**Cumulative Report**  
**July 1, 2004 through September 30, 2004**

Date	Vendor	Description	Amount	Balance
				<b>Starting Bal.</b> <b>\$15,000.</b>
07-07-04	Paper Direct	Invitation, envelopes, and program paper for the 08/26/04 Boards & Commissions Reception	278.40	
07-07-04	US Flag.com	California flags #50 (handouts for student tours)	91.95	
07-07-04	Oriental Trading	Decorations for the 08/26/04 Boards & Commissions Reception	91.15	
07-07-04	#1 Party Supplies	Decorations for the 08/26/04 Boards & Commissions Reception	77.52	
07-19-04	Lakewood Drugs	Clock, grape theme Farewell gift to former City Manager (09-02-04)	65.67	
07-21-04	Lasting Impressions	Brass plates and engraving Farewell gift to former City Manager (09-02-04)	26.94	
07-27-04	Albertsons	Decorations for the 08/26/04 Boards & Commissions Reception	2.88	
08-10-04	Touch of Mesquite	Catering services, food & beverages for the 08/26/04 Boards & Commissions Reception	3,682.62	
08-10-04	Jack Gonsalves	Magician for the 08/26/04 Boards & Commissions Reception	225.00	
08-10-04	Touch of Mesquite	Catering services, food & beverage for the 09/02/04 farewell reception for former City Manager Flynn	971.37	
08-12-04	Hutchins Street Sq.	Security for the 08/26/04 Boards & Commissions Reception	120.00	
09-02-04	Safeway	Cookies for the 09/02/04 farewell reception for former City Manager Flynn	24.96	
09-08-04	Presenta Plaque	Wood Boards for Certificates of Recognition	396.20	
09-09-04 date of MasterCard payment	Flower Baskets by Betty	Floral arrangement sent to Emily Howard from Council on birth of baby	50.00	
			<b>Total Expenditures:</b> <b>(\$6,104.66)</b>	<b>Ending Bal.</b> <b>\$8,895.34</b>